

WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS MEETING MINUTES
40 Lloyd Avenue, Suite 208, Malvern, Pennsylvania
June 18, 2012 at 7:30 PM

The Regular Meeting of the Willistown Township Board of Supervisors came to order at 7:30 PM. Chairman Norman S. MacQueen, Vice-Chairman William R. Shoemaker and Supervisor Robert T. Lange were present. Also present were Manager David R. Burman and Police Lieutenant Robert Klinger.

Pledge of Allegiance to the Flag and Moment of Silence for Military Personnel

Mr. MacQueen led in the Pledge of Allegiance to the Flag, followed by a moment of silence for our troops.

Treasurer's Report

Mr. Burman reported that the 12/31/2011 audit is nearly complete.

Announcements

Mr. MacQueen announced that the Zoning Hearing Board will meet on June 27, 2012 at 8:00 PM to hear the application of 356 Paoli Pike, in which the applicant seeks several variances in connection with a proposed 2-lot subdivision.

Unfinished Business

None.

New Business

Mr. Lange moved to approve the minutes of the Supervisors' Meeting and Work Session held May 29, 2012. Mr. Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Shoemaker moved to approve the Lists of Checks and Interfund Transfers dated June 18, 2012. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Shoemaker moved to approve the List of Procurement Card Purchases for March and April 2012. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Shoemaker moved to authorize the Chairman to execute the necessary agreements regarding the Fox Ridge Homeowners Association Sanitary Sewer Project, provided:

1. The construction documents and condition of the infrastructure meets the satisfaction of the Township Engineer, based on visual site inspections, meter readings and a video of the system to be provided by the HOA;
2. All permits and approvals required from all authorities having jurisdiction are current, including but not necessarily limited to the Decommissioning Plan and Report for the HOA's existing wastewater treatment plant;
3. The HOA executes the agreements before the Township, in a form and manner that is acceptable to the Township Solicitor;
4. The HOA provides a legal description for any sewer mains that traverse individual private properties, to the extent that such legal descriptions do not already exist;
5. The HOA obtains and provides Confirmatory Easement Agreements and any other required agreements to the satisfaction of the Township Solicitor;

6. All required funding, fees and escrows required of the HOA are in place in an amount and form satisfactory to the Township Engineer and Township Solicitor;
7. A pre-construction meeting is scheduled with Township staff and the Township Engineer; and,
8. Final connection will not be approved unless and until authorized by the Township Engineer.

Mr. Lange Seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Lange moved to approve Resolution 21 of 2012, authorizing the Township Manager to execute the lease-purchase agreement for a tractor loader-backhoe. Mr. Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried unanimously.

Mr. Shoemaker moved to approve Resolution 22 of 2012, opposing the Municipal Cost Recovery Fee proposed by the Chester County Commissioners and pledging to work with the Commissioners to address their funding challenges. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Shoemaker moved to approve Resolution 23 of 2012, congratulating the Malvern Retreat House on their 100th year of service. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Mr. Burman asked the Board to approve the purchase of the tractor loader-backhoe, as detailed during the work session. He expressed concern that Resolution 21 only addresses the financing arrangements and does not formally approve the purchase. Mr. Shoemaker moved to approve the purchase of the tractor loader-backhoe as detailed during the work session. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried unanimously.

Citizens' Comments

None.

Next Meeting

Mr. MacQueen announced that the next meeting would be Monday, July 16, 2012.

- Work Session – 6:30 PM
- Regular Meeting – 7:30 PM

All meetings are open to the General Public.

Adjournment

Mr. Lange moved to adjourn the meeting. Mr. Shoemaker seconded the motion. There were no comments from the Board or the public and the motion passed unanimously.

Respectfully Submitted,



David R. Burman
Secretary